



PETALUMA CITY SCHOOLS

PETALUMA CITY (ELEMENTARY) SCHOOL DISTRICT * PETALUMA JOINT UNION HIGH SCHOOL DISTRICT
200 Douglas Street, Petaluma, California 94952 (707) 778-4813 www.petalumacityschools.org

Registration Information and Next Steps

Thank you for registering your child in Petaluma City Schools! You have chosen a school district that is ranked at the top of the state when measured against other districts in the three critical areas of climate, learning supports, and engagement. Not surprisingly, PCS graduation rates are among the highest in Sonoma County and our students attend the finest universities throughout the nation. To see our students share stories about the positive impact Petaluma City Schools has made in their lives, please go to our website and view a series of videos under the heading “Student Success Stories” (<https://www.petalumacityschools.org/SuccessStories>).

*Any family who has turned in completed registration paperwork between **January 8th** and **February 22th** has registered in the **Priority Registration Window**.* During this period, families that reside both in and outside district boundaries may submit registration paperwork for consideration. Here are four critical areas to consider:

- Families that reside within our district boundaries, but wish to attend a non-charter* school other than their neighborhood school will need to complete an intra-district enrollment form that should accompany your registration.
- Families that reside outside our district boundaries and wish to attend a non-charter* school will need to complete an inter-district enrollment form that should accompany your registration.
- Families residing inside or outside the district that are selecting one of our charter* schools as their first priority will need to fill out the registration form only.
- If you have selected more than one school to consider for registration, the school site or district location that has received your registration paperwork will make copies of your documents and send them to the remaining schools on your priority list. *You need only bring your paperwork to one school location.*

Registering during the priority window is not a guarantee of placement. By mid-March, enrollment decisions will be made and parents will be notified of school placement. Students with priority designation, such as neighborhood area residents, will be registered first followed by a random and unbiased selection process for admission of students from outside a school's attendance area. Any students not selected for placement during the initial March notifications will have the opportunity to be placed at another school site and/or maintain a waiting list spot for the first school-of-choice. A second review of waiting list students will be made in late May.

Questions? Our District Communications Coordinator, Ashley Collingwood, is available to answer questions about the enrollment process. She can be reached at acollingwood@petk12.org or at 707-778-4890.

* The charter schools in Petaluma City Schools are Mary Collins at Cherry Valley, Penngrove Elementary, PACS at McKinley, and Sixth Grade Academy. All other schools are non-charter.



Registration Form Explanations Student Registration Information (Grades TK-12) [Page 1]

School of Residence: All addresses are within a particular school zone by location. To find out your school of residence, visit petalumacityschools.org/schoolfinder

Year: The school year for the registration; *for example, if your start date is in July or August 2018, you would write 18-19.*

Date: The date that the form is completed.

Schools Requested (in choice order): List the schools that you desire for your student to attend in prioritized order. If you are registering for your School of Residence, please list that school as 1.

Student's Legal Name: The student name as it appears on their birth certificate.

Entered U.S.A.: The date the student entered the U.S.A. or birthdate if born in the U.S.A.

Entered U.S.A. School: The date the student entered or will enter a U.S.A. school if they have not yet.

Primary phone: Main correspondence phone number – choose just one

Mailing Address: Where mail for the family is sent.

Home Address: Where the student resides.

Guardian Information: Please include accurate and complete information for **legal guardians** only.

Student Lives With: Please indicate all adults that the student lives with; use the "other" field as needed.

Are parents separated? Check applicable boxes and provide any legal custody paperwork as applicable to the office.

2nd Mailing Address: The address for a second mailing of school documents, if the guardians are separated.

Brothers & Sisters Living at Home: If there are more than 3 siblings living at home, please create a sibling list on another page and attach.

Does your child have an IEP, 504 Plan, or receive speech services: Please list *any* special education services that your child is receiving, or has received.

Has your son/daughter been identified as a Gifted and Talented Education Student (GATE)? Please indicate if your child has been identified as a gifted and talented student by his or her prior school or program.

State Mandated Compliance Information [Page 2]

The school district is required by state law to collect a variety of demographic information. Please complete sections I - IV as accurately as possible and sign and date form.